



**City of Santa Barbara**  
Airport Department

**Memorandum**

**DATE:** June 20, 2012  
**TO:** Airport Commission  
**FROM:** Karen Ramsdell, Airport Director  
**SUBJECT:** Amendment of T-Hangar Rules and Regulations

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**RECOMMENDATION:** That Airport Commission approve an amendment to the T-Hangar License Agreement, Exhibit B, "Waiting List Policies and Procedures" Article II, "LOTTERY" Section B "Periodic Lottery" to allow a lottery to take place whenever a vacancy occurs and an eligible candidate or candidates are available.

**DISCUSSION:**

The T-Hangar Waiting List was developed to provide an orderly and transparent means to fill vacancies in the Airport's 24 T-Hangars. The purpose of the lottery is to add qualified applicants to the T-Hangar Waiting List through an open, public process.

As directed by Airport Commission, if less than 25 applicants appear on the T-Hangar Waiting List, Airport Department invites interested parties to participate in a T-Hangar Waiting List Lottery.

Beginning in January 2011, demand for Airport T-Hangers began to dwindle, as shown below:

January 2011- 4 applicants	January 2012 – 0
April 2011 – 1	April 2012– 0
July 2011 – 1	
October 2011 – 1	

At the time of the last lottery in April 2012, there was one T-Hangar vacant, no qualified applications had been received, and there were no applicants on the waiting list. On May 16, 2010, Airport Commission waived the required lottery to allow a qualified applicant to take immediate possession of the only vacant T-Hangar, and concurred with Staff's recommendation that the General Aviation Subcommittee review the T-Hangar Rules and Regulations governing the T-Hangar selection process.

Airport Staff proposed elimination of the words "but not more frequently than quarterly" from Article II, Section B of the T-Hangar Waiting List Policy and Procedures, as shown below, to allow vacant T-Hangars to be filled as quickly as possible.

**B. Periodic Lottery.** *Annually, or at such time as the Waiting List contains ten (10) Applicants or fewer, ~~but not more frequently than quarterly~~, subsequent lotteries will be held to*

*add Applicants to the T-Hangar Waiting List. The number of Applicants selected at the Periodic Lottery for placement on the Waiting List shall be all qualified Lottery Applications submitted for participation for placement on the Waiting List. As Applicants are selected in the Periodic Lotteries, those Applicants selected shall be placed at the end of the Waiting List behind the Applicants selected for the Waiting List from prior lotteries.*

#### General Aviation Subcommittee

The Airport Commission General Aviation Subcommittee met on June 4, 2012, reviewed the proposed revision of the T-Hangar Rules and Regulations, and recommends approval.